



Town of Hopkinton

Planning Department

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HOPKINTON PLANNING BOARD

MINUTES

OCTOBER 19, 2021

Members present: Chair Michael Wilkey, Vice Chair Celeste Hemingson, Ex-Officio Anna Wells, James Fredyma, and Alternate Robert Dapice. Members absent: Greg Sagris, and Alternates Richard Steele, and Clarke Kidder.

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- I. **Call to Order.** Chairman Wilkey called the meeting to order at 6:00 PM in the Hopkinton Town Hall, 330 Main Street, Hopkinton. Mr. Dapice participated as a voting member.
 - II. **Minutes and Notice of Decision of September 14, 2021.** A review of the Minutes and Decision was deferred to the October 19, 2021 meeting.
 - III. **Conceptual Consultations.** None.
 - IV. **Applications/Public Hearings.**

#2021-24 Rose View Properties, LLC Site Plan Review to convert a single-family dwelling into three-dwelling units. The property is located at 242 Pine Street, Tax Map 221, Lot 77, B-1/R-1 Districts.

Dan Higginson of Higginson Land Services addressed the Board, explaining that Rose View Properties is restoring the old farmhouse at 242 Pine Street. In the process, the ell attaching the house to the barn was removed as it was found to be in disrepair. The proposal is to reconstruct the ell for use as two rental units. The ell would include a farmer's porch to give that appearance of a farmhouse.

The new septic system that would accommodate the 3-bedroom unit in the main house and the two, 2-bedroom units in the ell was approved by the NH Department of Environmental Services. While the new septic system will be located in the front of the property, the sandy soils allow for the system to be buried so that the elevation of the front yard will remain as it is presently. Additionally, the proposal includes a parking area for six vehicles, with each unit having two spaces available.

Lastly, Mr. Higginson indicated that there are no current plans for the existing barn; however, if the owners propose a different use, they would come back before the Board.

Mrs. Bradstreet inquired about the size of the 2-bedroom units. Mr. Higginson was unsure but assumed that they would be two-story with the bedrooms on the second

floor, similar to the main house. The floor plans would be provided as part of the building permit process.

Chairman Wilkey expressed concern with the lack of information, such as property boundaries, size and elevation view of the existing/proposed addition, parking, and location and screening of dumpsters, if any. In response, Mr. Higginson noted that he did not believe that there would be a dumpster, but rather the tenants would be responsible for trash removal. Furthermore, he noted existing screening in areas along the front and sides of the property, and the proposed parking would include ample room for vehicles to turn around.

There was a brief discussion concerning the need for additional information with the Board expressing support for the concept of the proposal.

Chairman Wilkey inquired about the status of the Fire Chief's review of the fire suppression system. Mr. Higginson stated that he believed that there had been conversations between the owners and the Fire Chief. He agreed to follow up and return to the Board with additional information.

Jane Bradstreet, seconded by Celeste Hemingson, moved to **ACCEPT** application #2021-24 for consideration with the understanding that additional information, such as the following, is to be presented.

- (a) Property boundaries.
- (b) Size, location, and elevation of existing/proposed structure.
- (c) Type of lighting, including direction and area of illumination.
- (d) Zoning district boundaries B-1/R-1.
- (e) Elevation view or photograph of all buildings, showing height, width, and surface as part of Architectural Design requirements.
- (f) Type and extent of existing/proposed landscaping (building, parking, and front yard), such as a minimum of 10-feet wide next to the building, one tree for every 50 feet of frontage, and front yard landscaping that is one-third of the front setback required for the district and runs entire frontage.
- (g) Location, elevation, and layout of surface drainage. Erosion and sedimentation control measures.
- (h) Identify the size of typical parking space, 10'x18' (180 SF), travel lane, and area shown for turnaround. Regulations require pavement; however, the Board can waive if evidence indicates the effectiveness of something other than pavement. Parking signs or striping denoting spaces, specifically the location of any handicapped space.
- (i) Location and screening of refuse dumpster(s), if any.
- (j) Size and location of service connections (above/underground power, telephone).
- (k) Fire Chief's review and approval of fire suppression and fire alarm systems.

Motion carried unanimously by Roll Call: Dapice – yes, Wells – yes, Bradstreet – yes, Hemingson – yes, Fredyma – yes, and Wilkey – yes.

Jane Bradstreet, seconded by Anna Wells, moved to **CONTINUE** the application #2021-24 to the November 9, 2021 meeting to allow the Applicant time to provide additional information. Motion carried unanimously by Roll Call: Dapice – yes, Wells – yes, Bradstreet – yes, Hemingson – yes, Fredyma – yes, and Wilkey – yes.

V. Other Business.

a) Zoning amendments for 2021.

The Board will work on revisions to the Conservation Subdivision Ordinance, the density of more than one dwelling unit in a building, and the inclusion of a setback from a wetland.

In January 2022, the Board will begin reviewing the Affordable Housing Ordinance, Growth Management and Innovative Land Use Control Ordinance, and Phasing Standards to prepare amendments for March 2023.

b) There were no reports on the Master Plan update.

c) There was no other business to legally come before the meeting.

VI. Adjournment. Chairman Wilkey **ADJOURNED** the meeting at 6:50 PM. The next scheduled meeting of the Planning Board will be at 6:00 PM on Tuesday, November 9, 2021.

Karen Robertson
Planning Director